



## VITA: Finance Council

### **Finance Council – First Meeting Wednesday, July 28, 2004 – 2 p.m.**

#### **Finance Members Present:**

*From VITA:* Austin Matthews, Karen Robinson, Barb Rudolph, Susie Witter, Susan Woolley, Lynne Wasz, Dee Piscella, Pat McCloy  
*Agency Reps:* Tim Bishton, Pam Kamalakkanan, Joe Kapelewski, Susan McCleary, John Lawson, Helen Tarantino, Marie Williams

#### **Introduction:**

Austin Matthews, VITA CFO, described his objectives in establishing a Finance Council with agency representation. He envisions the council as serving dual purposes: enabling VITA to obtain expert advice and input from agencies on VITA finance issues and activities, and sharing information about VITA's objectives and plans with a cross section of state financial managers.

#### **Structure:**

There is no interest among the Council members to form subcommittees to represent various functional areas within finance, or to represent small, medium, or large agencies.

#### **Communication:**

Several members explained that, while they have an interest in serving, they cannot commit to the additional time required to communicate the content and outcomes of the Council meetings to other agencies/financial managers in their cabinet secretariats. The communication mode that will be adopted, at least initially, has VITA's Enterprise Services Directors (ESDs) providing the Council's written products to the Cabinet Secretaries for further distribution. This is intended to ensure consistency and to reach all interested parties without inconveniencing the Council members.

Another issue related to communication is the potential for the Finance Council to pursue group concerns that have been, or are being, resolved by other transition-related groups such as the Large Agency Transition Team (LATT) and a body similar to this one that advises the Supply Chain Management Division. Council members from VITA with knowledge of these other activities should advise the Council if it appears to be spending time on topics that are being handled elsewhere.

#### **Frequency:**

Ultimately, the Council will meet quarterly. During this intense period of transition, however, more meetings are desired. The second meeting is scheduled for Thursday, August 12, approximately two weeks after the initial meeting.

**Participants:**

Members should send knowledgeable substitutes when they are unable to attend meetings. They are welcome to bring subject matter experts with them if desired.

**Hot Topics:**

Based on the preponderance of comments and questions about these issues in the first meeting, the major topics of the August 12 meeting will be Billing and Savings. Discussions of group and individual views on these topics will provide the substance of the next meeting summary narrative.